



Universal Service Administrative Company
Schools & Libraries Division

Administrator's Decision on Appeal - Funding Year 2003-2004

December 20, 2004

R. F. Kiesling
San Diego City Schools
Maintenance and Operations Center Annex, RM 1
4860 Ruffner Street
San Diego, CA 92111-1522

Re: Billed Entity Number: 143662
 471 Application Number: 339004
 Funding Request Number(s): 975242, 975327, 976197, 976265, 1009531
 Your Correspondence Dated: June 11, 2004

After thorough review and investigation of all relevant facts, the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) has made its decision regarding your appeal of SLD's Year 2003 Funding Commitment Decision for the application number indicated above. This letter explains the basis of SLD's decision. The date of this letter begins the 60-day period for appealing this decision to the Federal Communications Commission (FCC). If your letter of appeal included more than one application number, please note that for each application an appeal is submitted, a separate letter is sent.

Funding Request Number(s): 975242, 975327, 976197, 976265, 1009531
Decision on Appeal: **Denied in full**
Explanation:

- In your appeal letter, you claim that price was the primary factor in your award of 35 projects to four service providers. You explain that you used a four-step process to select your vendors, with "heavy emphasis" on price. You acknowledge that San Diego City Unified School District (the District) "did not employ a mechanical process that allocated a specific and easily-identifiable factor to price." Your appeal letter explains that the first step was a pre-qualification where vendors had to demonstrate that they "had the financial ability to perform, had the capability and previous experience required for the anticipated procurement, and had not been debarred." Your appeal letter then describes the second step as a selection of vendors capable of meeting District and SLD requirements. In this second phase, your appeal letter states that the proposals were assigned scores in four categories which could total a maximum of 100 points as follows: Technical Proposal (maximum 50 points); Technical Ability (maximum 20 points); Past Performance (maximum 20 points) and; Overall Responsiveness (maximum 10 points). You describe the third step as including two evaluation criteria; price and client references. In this third step, you

explain that "scores from steps 2 and 3 were combined; pricing was the second highest factor, compared to the 50 points assigned to technical proposals." You outline the fourth step as a break-down of multiple factors with price being primary. You also cite multiple FCC decisions as support for the process that you used to evaluate price. You believe that any requirements resulting from the Ysleta Order should be waived because the application predates the Order.

- During review of your Form 471 application, the District was contacted and asked to provide documentation explaining the vendor selection process. The documentation provided by the District included the bid evaluation score sheet. The SLD has thoroughly reviewed this documentation and the additional documentation submitted during the appeal process and determined that price was not the primary factor in the vendor selection process. Business proposal (pricing approach) was given a weighting of 30 points. Since another category (Technical proposal) was assigned a maximum value of 50 points, it is clear that price was not the primary factor in the vendor selection process. Therefore, SLD correctly determined that the vendor selection process did not comply with the competitive bidding rules of the Schools and Libraries Support Mechanism. You did not demonstrate in your appeal that price was the primary factor when you selected your service provider.
- FCC rules require that applicants select the most cost-effective product and/or service offering with price being the primary factor. 47 C.F.R. § 54.511(a). Applicants may take other factors into consideration, but in selecting the winning bid, price must be given more weight than any other single factor. 47 C.F.R. § 54.511(a); *Request for Review by Ysleta Independent School District, et. al., Federal State Joint Board on Universal Service, Changes to the Board of Directors of the National Exchange Carrier Association, Inc.*, CC Docket Nos. 96-45, 97-21, Order, FCC 03-313 ¶ 50 (rel. Dec. 8, 2003). Ineligible products and services may not be factored into the cost-effective evaluation. *See Common Carrier Bureau Reiterates Services Eligible for Discounts to Schools and Libraries*, CC Docket No. 96-45, *Public Notice*, 13 FCC Rcd. 16,570, DA 98-1110 (rel. Jun. 11, 1998).
- SLD's review of your Form 471 application determined that price was not the primary factor when you selected your service provider. You did not demonstrate in your appeal that price was the primary factor when you selected your service provider. Consequently, SLD denies your appeal.

If your appeal has been approved, but funding has been reduced or denied, you may appeal these decisions to either the SLD or the Federal Communications Commission (FCC). For appeals that have been denied in full, partially approved, dismissed, or cancelled, you may file an appeal with the FCC. You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received or postmarked within 60 days of the date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly

with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use the electronic filing options.

We thank you for your continued support, patience, and cooperation during the appeal process.

Schools and Libraries Division
Universal Service Administrative Company

cc: Randall W. Keen
Manatt, Phelps & Phillips, LLP
11355 West Olympic Boulevard
Los Angeles, CA 90064



Universal Service Administrative Company
Schools & Libraries Division

FUNDING COMMITMENT DECISION LETTER

(Funding Year 2003: 07/01/2003 - 06/30/2004)

April 13 2004

SAN DIEGO CITY UNIF SCH DIST
JIM DODGE
4860 Ruffner Street
Annex R12
San Diego, CA 92111-1522

Re: Form 471 Application Number: 339004
Funding Year 2003: 07/01/2003 - 06/30/2004
Billed Entity Number: 143662
Applicant's Form Identifier: PROPMM

Thank you for your Funding Year 2003 E-rate application and for any assistance you provided throughout our review. Here is the current status of the funding request(s) featured in the Funding Commitment Report at the end of this letter.

- The amount, \$7,751,138.15 is "Denied".

Please refer to the Funding Commitment Report on the page following this letter for specific funding request decisions and explanations.

NEW FOR FUNDING YEAR 2003

The Important Reminders and Deadlines immediately preceding this letter are provided to assist you throughout the application process.

NEXT STEPS

- Review technology planning requirements
- Review CIPA Requirements
- File Form 486
- Invoice the SLD using the Form 474 (service providers) or Form 472 (Billed Entity)

FUNDING COMMITMENT REPORT

On the pages following this letter, we have provided a Funding Commitment Report for the Form 471 application cited above. The enclosed report includes a list of the Funding Request Number(s) (FRNs) from your application. The SLD is also sending this information to your service provider(s) so preparations can be made to begin implementing your E-rate discount(s) upon the filing of your Form 486. Immediately preceding the Funding Commitment Report, you will find a guide that defines each line of the Report.

TO APPEAL THIS DECISION:

If you wish to appeal the decision indicated in this letter, your appeal must be POSTMARKED within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

- 1 Include the name, address, telephone number, fax number, and e-mail address (if available) for the person who can most readily discuss this appeal with us

2. State outright that your letter is an appeal. Identify which Funding Commitment Decision(s) you are appealing. Indicate the relevant funding year and the date of the FCDL. Your letter of appeal must also include the Billed Entity Name, the Form 471 Application Number, and the Billed Entity Number from the top of your letter.
3. When explaining your appeal, copy the language or text from the Funding Commitment Report that is at the heart of your appeal, to allow the SLD to more readily understand your appeal and respond appropriately. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep copies of your correspondence and documentation.
4. Provide an authorized signature on your letter of appeal.

If you are submitting your appeal on paper, please send your appeal to: Letter of Appeal Schools and Libraries Division, Box 125 - Correspondence Unit, 80 South Jefferson Road, Whippany, NJ 07981. Additional options for filing an appeal can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We encourage the use of either the e-mail or fax filing options.

While we encourage you to resolve your appeal with the SLD first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be POSTMARKED within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, sent to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use either the e-mail or fax filing options.

NOTICE ON RULES AND FUNDS AVAILABILITY

Applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Universal Service Support Mechanism. Applicants who have received funding commitments continue to be subject to audits and other reviews that the SLD and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with all such requirements. The SLD may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by the SLD, the applicant, or the service provider. The SLD, and other appropriate authorities (including but not limited to USAC and the FCC), may pursue enforcement actions and other means of recourse to collect erroneously disbursed funds. The timing of payment of invoices may also be affected by the availability of funds based on the amount of funds collected from contributing telecommunications companies.

Schools and Libraries Division
Universal Service Administrative Company

A GUIDE TO THE FUNDING COMMITMENT REPORT

A report for each E-rate funding request from your application is attached to this letter. We are providing the following definitions for the items in that report.

FORM 471 APPLICATION NUMBER: The unique identifier assigned to a Form 471 application by the SLD.

FUNDING REQUEST NUMBER (FRN): A Funding Request Number is assigned by the SLD to each Block 5 of your Form 471 once an application has been processed. This number is used to report to Applicants and Service Providers the status of individual discount funding requests submitted on a Form 471.

FUNDING STATUS: Each FRN will have one of the following definitions:

1. An FRN that is "Funded" will be approved at the level that the SLD determined is appropriate for that item. The funding level will generally be the level requested unless the SLD determines during the application review process that some adjustment is appropriate.
2. An FRN that is "Not Funded" is one for which no funds will be committed. The reason for the decision will be briefly explained in the "Funding Commitment Decision," and amplification of that explanation may be offered in the section, "Funding Commitment Decision Explanation." An FRN may be "Not Funded" because the request does not comply with program rules, or because the total amount of funding available for this Funding Year was insufficient to fund all requests.
3. An FRN that is "As Yet Unfunded" reflects a temporary status that is assigned to an FRN when the SLD is uncertain at the time the letter is generated whether there will be sufficient funds to make commitments for requests for Internal Connections at a particular discount level. For example, if your application included requests for discounts on both Telecommunications Services and Internal Connections, you might receive a letter with funding commitments for your Telecommunications Services funding requests and a message that your Internal Connections requests are "As Yet Unfunded." You would receive one or more subsequent letters regarding the funding decision on your Internal Connections requests.

SERVICES ORDERED: The type of service ordered from the service provider, as shown on Form 471.

SPIN (Service Provider Identification Number): A unique number assigned by the Universal Service Administrative Company to service providers seeking payment from the Universal Service Fund for participating in the universal service support mechanisms. A SPIN is also used to verify delivery of services and to arrange for payment.

SERVICE PROVIDER NAME: The legal name of the service provider.

CONTRACT NUMBER: The number of the contract between the eligible party and the service provider. This will be present only if a contract number was provided on Form 471.

BILLING ACCOUNT NUMBER: The account number that your service provider has established with you for billing purposes. This will be present only if a Billing Account Number was provided on Form 471.

EARLIEST POSSIBLE EFFECTIVE DATE OF DISCOUNT: The first possible date of service for which the SLD will reimburse service providers for the discounts for the service.

CONTRACT EXPIRATION DATE: The date the contract expires. This will be present only if a contract expiration date was provided on Form 471.

SITE IDENTIFIER: The Entity Number listed in Form 471, Block 5, Item 22a will be listed. This will appear only for "site specific" FRNs.

ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE RECURRING CHARGES: Eligible monthly pre-discount amount approved for recurring charges multiplied by number of months of recurring service provided in the funding year.

ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE NON-RECURRING CHARGES: Annual eligible non-recurring charges approved for the funding year.

PRE-DISCOUNT AMOUNT: Amount in Form 471, Block 5, Item 23I, as determined through

the application review process.

DISCOUNT PERCENTAGE APPROVED BY THE SLD: This is the discount rate that the SLD has approved for this service.

FUNDING COMMITMENT DECISION: This represents the total amount of funding that the SLD has reserved to reimburse service providers for the approved discounts for this service for this funding year. It is important that you and the service provider both recognize that the SLD should be invoiced and the SLD may direct disbursement of discounts only for eligible, approved services actually rendered.

FUNDING COMMITMENT DECISION EXPLANATION: This entry may amplify the comments in the "Funding Commitment Decision" area.

IMPORTANT REMINDERS & DEADLINES

Date: April 13, 2004
471 : 339004
BEN : 143662

The following information is provided to assist you throughout the application process. We recommend that you keep it in an easily accessible location and that you share it with the appropriate members of your organization.

FORM 486 DEADLINE - The Form 486 must be postmarked no later than 120 days after the Service Start Date you report on the Form 486 or no later than 120 days after the date of the Funding Commitment Decision Letter, whichever is later. If you are required to have a Technology Plan, you must indicate the SLD Certified Technology Approver who approved your plan and you must retain documentation of your monitoring of the progress toward your stated goals.

CHILDREN'S INTERNET PROTECTION ACT (CIPA) - If FY2003 is your Third Funding Year for the purposes of CIPA and you apply for Internet Access or Internal Connections, you must be in compliance with CIPA and cannot request a waiver. The Supreme Court may issue an opinion in July 2003 changing the CIPA requirements - watch the SLD web site.

INVOICE DEADLINE - Invoices must be postmarked no later than 120 days after the last date to receive service - including extensions - or 120 days after the date of the Form 486 Notification Letter, whichever is later. Invoices should not be submitted until the invoiced products and services have been delivered and billed, and (for BEAR Forms) the provider has been paid.

OBLIGATION TO PAY NON-DISCOUNT PORTION - Applicants are required to pay the non-discount portion of the cost of the products and/or services. Service providers are required to bill applicants for the non-discount portion. The FCC has stated that requiring applicants to pay their share ensures efficiency and accountability in the program. If you are using a trade-in as part of your non-discount portion, please refer to the SLD web site.

RETAIN DOCUMENTATION - Applicants and service providers must retain documentation, including but not limited to, documents showing:

- compliance with all applicable competitive bidding requirements,
- products and/or services delivered (e.g., customer bills detailing make, model and serial number),
- resources necessary to make effective use of E-rate discounts, including the purchase of equipment such as workstations not eligible for support,
- the specific location of each item of E-rate funded equipment, and
- the applicant has paid the non-discount portion.

These documents must be retained and available for review for 5 years.

FREE SERVICES ADVISORY - Applicants and service providers are prohibited from using the Schools and Libraries Support Mechanism to subsidize the procurement of ineligible or unrequested products and services, or from participating in arrangements that have the effect of providing a discount level to applicants greater than that to which applicants are entitled.

Complete program information is posted to the Schools and Libraries Division (SLD) web site at www.sl.universalservice.org. Information is also available by contacting the SLD Client Service Bureau by e-mail at question@universalservice.org, by fax at 1-888-276-8736 or by phone at 1-888-203-8100.

FUNDING COMMITMENT REPORT

Form 471 Application Number: 339004
Funding Request Number: 1009531 Funding Status: Not Funded
Services Ordered: Internal Connections
SPIN: 143004812 Service Provider Name: SBC DATACOMM
Contract Number: C-6365
Billing Account Number: N/A
Earliest Possible Effective Date of Discount: 07/01/2003
Contract Expiration Date: 08/04/2005
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$2,319,811.57
Pre-discount Amount: \$2,319,811.57
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: The shared discount was corrected.
Documentation provided demonstrates that price was not the primary factor in selecting this service provider's proposal.

Funding Request Number: 975242 Funding Status: Not Funded
Services Ordered: Internal Connections
SPIN: 143004812 Service Provider Name: SBC DATACOMM
Contract Number: C-6365
Billing Account Number: na
Earliest Possible Effective Date of Discount: 07/01/2003
Contract Expiration Date: 08/04/2005
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$1,712,056.56
Pre-discount Amount: \$1,712,056.56
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: The shared discount was corrected.
Documentation provided demonstrates that price was not the primary factor in selecting this service provider's proposal.

Funding Request Number: 975327 Funding Status: Not Funded
Services Ordered: Internal Connections
SPIN: 143021580 Service Provider Name: Science Applications Internat:
Contract Number: C-6366
Billing Account Number: na
Earliest Possible Effective Date of Discount: 07/01/2003
Contract Expiration Date: 06/30/2004
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$1,334,164.46
Pre-discount Amount: \$1,334,164.46
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: The shared discount was corrected.
Documentation provided demonstrates that price was not the primary factor in selecting this service provider's proposal.

Funding Request Number: 976197 Funding Status: Not Funded
Services Ordered: Internal Connections
SPIN: 143020726 Service Provider Name: Vector Resources, Inc.
Contract Number: C-6367
Billing Account Number: na
Earliest Possible Effective Date of Discount: 07/01/2003
Contract Expiration Date: 06/30/2004
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$1,867,888.08
Pre-discount Amount: \$1,867,888.08
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: The shared discount was corrected.
Documentation provided demonstrates that price was not the primary factor in selecting this service provider's proposal.

FUNDING COMMITMENT REPORT

Form 471 Application Number: 339004
Funding Request Number: 976265 Funding Status: Not Funded
Services Ordered: Internal Connections
SPIN: 143005607 Service Provider Name: International Business Machines
Contract Number: C-6472
Billing Account Number: na
Earliest Possible Effective Date of Discount: 07/01/2003
Contract Expiration Date: 06/30/2004
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$1,657,680.41
Pre-discount Amount: \$1,657,680.41
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: The shared discount was corrected.
Documentation provided demonstrates that price was not the primary factor in selecting this service provider's proposal.



San Diego Unified School District

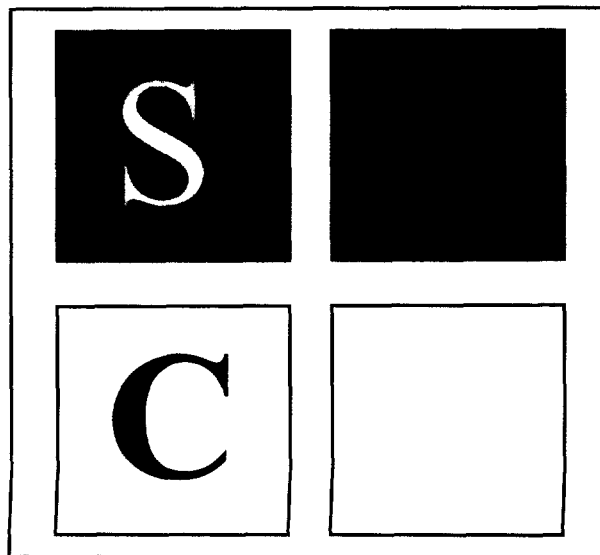
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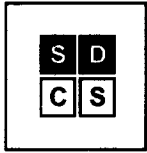
CMAS Certified Systems Integrators

To provide and install Local Area Networks

For

Proposition MM Technology Upgrades
At Specified School Sites





SAN DIEGO CITY SCHOOLS



MAINTENANCE & OPERATIONS ANNEX - 4860 Ruffner Street, Room 9, San Diego, CA 92111

(858) 637-6242

FAX (858) 858-5879

FACILITIES MANAGEMENT
Contract Management Office

**REQUEST FOR INFORMATION
FOR
CMAS CERTIFIED SYSTEMS INTEGRATORS
TO PROVIDE AND INSTALL
LOCAL AREA NETWORKS
FOR
PROPOSITION MM TECHNOLOGY UPGRADES
AT SPECIFIED SCHOOL SITES**

SEPTEMBER 5, 2001

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I. BACKGROUND

The San Diego Unified School District (the "District") currently has over 142,300 students attending classes at 184 sites comprised of elementary, middle and high schools within a 210 square mile area, making it the eighth largest urban district in the country. In November 1998, District voters approved a \$1.51 billion bond measure ("Proposition MM") for the purpose of repairing and renovating schools throughout the District and constructing and acquiring new permanent classrooms and facilities.

Pursuant to Proposition MM, the District anticipates completing construction and major repair and modernization projects at over 200 active school and child development center sites. These projects have been identified by school and District staff as essential to repair and maintain the building infrastructure as well as improve the ability to deliver the instructional program.

Proposition MM includes \$209 Million to install and/or upgrade a Local Area Network within most existing elementary and high schools to enhance access to information and learning options. The \$209 Million also will fund upgrades to the electrical distribution system in most existing elementary and high schools to support the enhanced technology systems. Additional information, including a summary of designated schools and all anticipated projects, can be viewed on the District's website at www.sandi.net/repairs.

Funding from the E-Rate program will be used to augment the Prop MM technology project funds. The District intends to select a Systems Integrator and submit funding requests for Year 5 E-Rate funding for those schools that qualify under the E-Rate program. The District will also contract with the Systems Integrator to install technology in District schools that do not qualify for E-Rate funding. The District is currently proceeding with cable plant installation at numerous schools.

II. PURPOSE OF THIS REQUEST FOR INFORMATION

The San Diego Unified School District desires to contract with a firm or firms capable of designing Local Area Network (LAN) architecture and furnishing and installing all interconnecting LAN hardware necessary to provide a complete functional high speed LAN at the District's elementary and high school campuses.

This Request for Information (RFI) is issued to allow the District to select Systems Integrator firms capable of providing Local Area Network design and interconnecting hardware, burn-in, installation and configuration services for an educational environment. It is the San Diego Unified School District's objective to select the Systems Integrator/Hardware Vendor team that best meets the District's requirements.

The District will develop a list of prequalified Systems Integrators based on a review of the Prequalification Information Package which is Attachment A to this RFI. Only the selected prequalified firms will be issued all other Attachments referenced in this RFI.

The District will contract with one or more System Integrators using the California Multiple Award Schedule (CMAS) as the primary contracting vehicle. CMAS as a contracting vehicle allows the District the discretion to choose a Systems Integrator(s) based on best value. Best value includes pricing information, reputation and the ability to accomplish the task within the given time frame.

III. DISTRICT OBJECTIVES

The San Diego Unified School District has adopted the "plug anything, anywhere, anytime" philosophy; meaning the Local Area Network and interconnecting hardware equipment designs should be flexible enough to include all currently available broadband interconnecting methods such as: Fiber optic cable, Copper cable and Wireless. The LAN should be capable of handling simultaneously; data, Voice Over IP (VOIP), streaming video/audio, closed circuit television (CCTV), video conferencing. The LAN should be able to configure Virtual Local Area Networks (VLANs) and provide for the support of: smart boards, CAD and graphic development labs, and movable laptop wireless carts. The LAN and interconnecting hardware solutions must have the ability to expand or upgrade to utilize new technologies with minimal cost to the District.

The District has established a community based planning group to develop the District's policy regarding the uses of Technology in the District, the SDCS Technology Council. The goals and objectives of the District are outlined in Attachment B. In addition, the District intends to be an active participant in the Digital California Project or Internet2.

The District intends to implement the upgraded Technology systems over the six-year life of Proposition MM. This will require a phased installation and integration with existing systems. One of the criteria for the selection the System Integrator will be the ability of the proposed hardware to interface with current District

technology equipment. Another important selection criteria will be the capability of the proposed hardware to migrate to new technologies as the LAN and WAN change.

While this evaluation will focus on the LAN's at each school, connectivity to the Wide Area Network (WAN) is critical for full implementation of the District's educational objectives. Any proposed LAN solution must be able to communicate with the existing WAN and fully support all existing communication protocols. The District will be upgrading the WAN during the Proposition MM Implementation period.

IV. SCOPE OF WORK

The Systems Integrator will be responsible to develop a design for a complete, integrated functioning LAN for each school campus. The System Integrator will then purchase, burn in, warehouse, inventory, test, configure and install all hardware that is required to provide a complete operational LAN meeting the District's performance standards at a school campus.

In general the Systems Integrator's Scope of Work will include, but not be limited to:

- Design- Provide a functional design for each school LAN. Coordinate with District's IT department to formulate IP addressing scheme.
- Equipment Procurement- Purchase all necessary active components and any required accessories necessary for a complete functioning LAN.
- Asset Management- Implement and maintain an asset tracking system to track each piece of equipment from purchase to installation and commissioning.
- Warehouse- Receive and store all purchased items until installation at a school.
- Test- Test all equipment for functionality after receipt at the warehouse.
- Burn In- Operate all equipment for a defined period prior to installation at a school location.
- Configure- Program active devices including IP addressing for each school network prior to delivery to a school location.
- Cable Plant Confirmation- Inspect and verify the correctness of the Cable Plant installation. Accept the cable plant as complete and tested.
- Install Equipment- Install all equipment at a school location
- Commission- Test the total LAN for functionality and operation.

The Systems Integrator will work with the District and the District's Architectural Design team to design the LAN architecture using a hierarchical topology. The Architectural Design team will design the LAN cable plant including all cabling, raceway and equipment enclosures in conformance with Specification 17715. The District will contract with a General Contractor for the installation of the Architectural Design Team designed cable plant.

The Systems Integrator will procure all necessary hardware (including switches, routers, and hubs), interconnecting cables and power filtering equipment in

accordance with Specification 17720. The hardware will be tracked, received and inventoried at the Systems Integrator's storage facility. Once the hardware is inventoried, it will be tested, burned in and configured for a specific school campus LAN configuration. Once the cabling and the equipment enclosures are installed by the General Contractor, tested and accepted as complete by both the District and the Systems Integrator, the Systems Integrator shall install all equipment, provide any interconnecting wiring necessary for a complete LAN and complete performance tests to confirm the LAN operation.

The LAN shall connect all classrooms, administrative and other functional spaces within an overall school campus. The LAN shall begin with the router, which interfaces with the District WAN. The scope of the equipment furnished shall consist of routers, switches, hubs and interconnecting cabling for routers, switches and hubs within each equipment enclosure. All cabling between equipment enclosures and to the wall-plates and to any computing equipment from the wall plates to the desk tops is not part of the scope of this RFI.

The District has developed an aggressive design and construction schedule for the upgrade of the District's schools. The District plans to install an upgraded LAN in approximately 125 schools over the next four years. The current schedule indicates the District may be upgrading up to 50 schools in any one year. In addition, the District plans to install a complete LAN in 14 new schools over the next six years.

The Scope of Work of the Systems Integrator is further defined in the attached Specification 17720- Systems Integration (Attachment G). The scope of work of the Architect and General Contractor is further defined in attached Specification 17715- Premises Wiring (Attachment F). It is the responsibility of the Systems Integrator to provide any necessary wiring, connections or accessories not defined in Section 17715 but required for a fully functioning LAN at each school campus.

V. REQUEST FOR INFORMATION REQUIREMENTS

A. Prequalification Information

The District intends to prequalify CMAS certified Systems Integration firms who have teamed with an identified Hardware Vendor, installer and other firms to provide the District a single source for the work defined in this RFI. CMAS certified System Integrators, shall have, or shall include in their team, a subcontractor who has a valid California Class C Contractors License.

The District has posted a Form 470 on the Federal Communications Commission (FCC) website, www.sl.universalservice.org relating to this RFI. CMAS certified System Integrators will be pre-qualified based on financial information, professional capability, and past performance. Only prequalified firms will be issued all Attachments.

The prequalification submittal form contained in Appendix A to this RFI requires the following information on the Systems Integrator, the Hardware Vendor, and other Key Subcontractors proposing as a team:

- Address of Home Office
- Branch Office Address and Contact for this RFI
- List of at similar school installations with contact and telephone number and system description.
- Debarment Certification Form
- Financial Information
- Resumes of Key Individuals

The District will review the pre-qualification materials submitted by the Systems Integrator and notify shortlisted teams within 5 (five) business days after submittal of the Prequalification information.

B. RFI Proposed Schedule

Issue RFI/Prequalification Form	September 5, 2001
Prequalification Information Due	September 12, 2001
Prequalified Vendors Notified	September 19, 2001
Pre RFI Submittal Meeting	September 25, 2001
RFI Response Due	October 15, 2001
School Board Action	December 11, 2001
NTP- Non E-Rate Projects	February 1, 2002
NTP- E-Rate Projects	July 1, 2002

C. RFI Technical Submittal Information

Prequalified firms shall provide the following information as a part of their Request for Information submittal:

1. Local Area Network Design Concept

The District has reviewed various network approaches to deliver the proposed educational content. They have determined that a hierarchical topology is the preferred LAN approach. The Systems Integrators shall develop cost estimates for the LAN hardware requirements for 12 high schools and 64 elementary schools based on the School Campus Listing contained in Attachment C, this RFI and the Specifications Sections 17715 and 17720 attached to this RFI.

The System Integrators shall also provide a detailed logical LAN design for 5 typical District schools. Building layouts for the schools are contained in Appendix E. The five schools are:

Mission Bay High School
La Jolla High School
Marvin Elementary
Chesterton Elementary
Bay Park Elementary

The System Integrators shall provide the following information for the 5 schools:

- Network Diagrams in VISIO 2000 Format
- Hardware type and count
- Data transfer rates between the MDF to BDF to CDF to Desktop.

The LAN design is based on fiber optic cabling from the Main Distribution Frame (MDF) to the Building Distribution Frame (BDF) and then to the Classroom Distribution Frame (CDF). Cables consisting of six fiber conductors will be installed from the BDF to each CDF. Cat5e cables will be installed between the CDF and the Wall outlets or direct connected terminal devices. Fiber optic cable will be installed between the BDF and the MDF at the ratio of 67% of the fiber conductors between the CDF and the BDF.

Each classroom, Library and Computer Lab shall have a Classroom Distribution Frame (CDF). CDF's will be located to serve the administrative areas. The CDF's will contain a managed switch. The BDF's will contain a patch panel and no active equipment. The MDF will contain the core switch and the router. The MDF, BDF and CDF enclosures shall be standard 19" rack mounted equipment enclosures (either floor or wall mounted) protected from normal school operations.

Classrooms will have provision for 12 terminal devices. Libraries will have provision for 48 terminal devices, computer labs will have provision for 36 terminal devices. On average, each administrative space will have provision for 4 terminal devices.

The SDUSD school campus LAN will operate at 1000 Mbps speeds from the MDF to the CDF and 10/100 Mbps to the desktop.

2. School Campus Cost Estimate

The Systems Integrator will prepare a School Campus Cost Estimate to perform the work in accordance with scope of work defined in this Request for Information for each school listed in Appendix C. The columns in Appendix C contain the following information:

- School- The name of the school campus.
- School Type- EL- Elementary, HS- High School, MS- Middle School, ATY- Atypical not a standard grade grouping.
- Construct Year- The month and year construction will start on a school campus. The hardware will be installed approximately 9 months after the construction start date.
- Total Classrooms- Total number of current and projected classrooms at a school campus. A classroom requires an edge switch with a minimum of one-1Gigabit uplink and twelve-10/100Mbps data ports.
- Total non-Classroom Switches- Total number of non- classroom edge switches required for libraries, labs and administrative areas. A non-classroom switch requires a minimum of 1 Gigabit uplink and 24 10/100 Mbps data ports.

The School Campus Cost Estimates shall be in the format contained in Appendix D. The System Integrator shall provide the following information:

- Quantity- The quantity of each component listed. Each school will have one router and one core switch. The number of Edge Switches will be equal to the number of classrooms and non-classrooms listed in Appendix C.
- Manufacturer- The manufacturer of the router and switches shall be the same.
- Part Number- The primary part number of the component listed
- CMAS Contract Number- The CMAS component part number
- Equipment Price- The total material price for the component listed. This should include all required options, accessories, warranty, maintenance and other features required to provide a complete functioning school campus LAN. This should include all costs to configure and test the component prior to installation. This should include any sales, use or other taxes.
- Extended Unit Price- Total price for the quantity required for the school campus.
- Labor Cost- This should include all labor cost to handle, receive, warehouse, and install the listed component. This should include any costs to plan, develop and review the LAN design and configuration.
- Extended Labor Cost- Total labor cost for the quantity required for the school campus.
- Total Labor and Material Price- Sum of extended Unit Price and Extended Labor Cost. The total of all extended prices will become the maximum cost allowable for the listed school campus.

The sum of the Equipment Price and the Labor cost for each component will become the San Diego Unified School District unit pricing for each listed line item.

Cost Estimates must be provided for each school listed in Appendix C.

3. Hardware Information

Provide the following technical information on the LAN Hardware proposed :

- Hardware Family-All primary equipment-switches, routers, and hubs shall be from the same Hardware Vendor.
- Introduction Date of this Hardware Family
- Number of Installed systems
- Key Features
- Physical Dimensions and Characteristics
- Physical Security, Hardware and Software Security
- Failover / Fault Tolerance Capabilities
- Reporting / Logging Approach
- Data Type Flexibility (Video, Data, Audio, Voice)
- Hardware Management / Administration Methodology
- Hardware Speed / Throughput / Cache Performance

- Delivery Time from Order Placement to Delivery at School
- Estimated Burn In and Set up Time after Delivery
- Subcontract Warranty Service
- Suggested Spare Parts- type and quantity (ratios) for each type of equipment
- Scalability - Number and Type of Hardware Expansion (More Blades, Available Slots, Interface Plug-in Capability)
- Inter-Operative Protocol Support
- Ease of Installation and Maintenance
- Length of Standard Warrantee
- Initial Maintenance Service Length on each type of equipment
- Warranty and Maintenance Service Provider

4 Provide Information on the Systems Integrator Policies/Practices on the following:

- Upgrade Protection Approach
- Hardware/Software/Firmware Documentation Approach
- Hardware Buyback Program
- Approach to Hardware/Firmware/Software Training for District Staff
- Recommended Training
- Training Included with Systems Installed
- Training/Certification Availability
- Location of Nearest Three (3) Certified Technical Training Vendor
- Location of Nearest Hardware Maintenance Support Staff
- Location on Nearest Management Office
- Response Time to Trouble Call and hours of coverage
- Response Time for Hardware Replacement

5. System Integrator Team Information

- Identify which team members (both firms and individuals in each firm) will perform the following tasks:
 - Project Management
 - LAN Design
 - Network Engineer
 - Equipment installation
 - Performance testing
 - Warehousing and Burn In
 - Warranty Support
 - Maintenance Support
- Describe a proposed staffing approach to support the District's construction plans.

6. General Systems Information

- Provide a discussion of how the District should approach a long term (5 to 8 year) phase in of the technology systems. How should the District approach the differing time frames of the LAN and WAN upgrades? How will your firm

protect the District from the rapid obsolescence of technological equipment?
What equipment buy-back plan does your organization offer?

VI. EVALUATION OF PROPOSALS

The District will review all submittals for compliance with this Request for Information. The District will evaluate all information presented including the following:

- Overall responsiveness of the proposal, clearly showing an understanding of the purpose, scope and objectives of the District, and demonstrating a good practical approach to achieve these objectives.
- Technical expertise and viability of the firm and availability of resources to meet anticipated schedule and Program requirements.
- Technical Information- Comprehensiveness of the information presented for the proposed equipment.
- Demonstrated performance of the equipment for the use intended in an educational environment.
- Past performance of the hardware on relevant similar networks for other school districts.
- Past performance of the Systems Integrator on relevant similar networks for other school districts.
- Client references and their satisfaction regarding prior projects.
- Pricing approach as displayed in the completed School Campus Cost Estimates

VII. SUBMITTAL INFORMATION

Each firm is requested to submit five (5) paper copies and five (5) CDs with electronic copies of their Request for Information on or before **Monday, October 15, 2001** at 4:30 p.m. to:

The San Diego Unified School District
Proposition MM Implementation Department
4860 Ruffner Street,
M&O Annex Room 8
San Diego, CA 92111
Attention: Joanne Pilgrim

RFI Submittals and supporting documentation received subsequent to the hour and date specified above will not be considered.

The RFI submittal shall be submitted on 8 1/2" x 11" paper, single sided with a font no less than 10 pitch. Provide 3 copies in binders and 2 copies clipped suitable for copying. Separate any standard product or company information and data sheets into a binder separate from the written responses. The School Campus Cost Estimates shall be placed in a sealed envelope.

Submittals are to be submitted in sealed packages with the following information clearly marked on the outside of each package:

- (1) Name of vendor responding,
- (2) Title: "LAN SYSTEM INTEGRATOR SUBMITTAL"
- (3) Package number (e.g., 1 of __, 2 of __, etc.)

Once the District receives the responses to the RFI, the submittals will remain valid and may not be withdrawn for a period of 90 days.

VIII. QUESTIONS/CLARIFICATIONS

The District encourages a dialog with prospective vendors throughout this RFI process. For questions or clarifications or to schedule a meeting contact Mr. Santiago Dodge at (858) 637-3688 or sdodge@mail.sandi.net. E-Mail Preferred

A general review meeting is scheduled for 10:00 AM Tuesday September 25, 2001 at the Proposition MM offices located at 4860 Ruffner Ave, San Diego.

IX ADDITIONAL CONTRACT REQUIREMENTS

The San Diego Unified School District will utilize California Multiple Award Schedule (CMAS) as the Primary Contracting Vehicle.

The District will issue a Purchase Order for each increment of work to be performed by a Systems Integrator. The Purchase Order will reference the CMAS contract, SDUSD special terms and conditions, CMAS special and standard terms and conditions, the RFI and the Response to this Request for Information. Acceptance of the purchase order will constitute a valid contract for Schools and Library Division (SLD) of the Federal Communication Commission which funds E-rate. A Notice to Proceed will be issued to the System Integrator prior to beginning any work. The District retains the right to void the contract at any time, including after the award of funding by the SLD.

The District will select one or more CMAS Certified Systems Integrators. The District will request a group of School Campus Cost Estimates for a package of schools which will become the basis of a Purchase Order under the CMAS contract. While the packages are submitted with a per-school cost, the funding by the SLD is on a per-package basis allowing for some flexibility within the packages. After the LAN architecture is developed and agreed to between the District, the District's Architectural Design Team and the System Integrator, the School Campus Cost Estimate may be adjusted and the per school price will be fixed and documented in the Notice to Proceed. If multiple Systems Integrators are selected, all Systems Integrators may submit pricing information for a